



LAND SUBDIVISION COMMITTEE MEETING MINUTES
February 6, 2014

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey – Chairman	Joe Zeibert
Nate Bottom – Vice Chairman	Steve Keenan
Lori Williams	
Cyndi Knowles	
Mike Johnson	Others
Matt McLaughlin	Steve Walker
Elliott McKinley	John Klemm
Chris Richmond	Bill Sallenger
Brad Bixby	Mike Lopez
Brian Wright	
Steve Hall	

- **CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:30 PM.

- **MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the January 2, 2014 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as approved.

- **ACTION ITEMS**

See attached

- **UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

- **ADJOURNMENT**

The meeting adjourned at 1:56 P.M.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1994-35

CENSUS TRACT # 32.01

NAME OF SUBDIVISION:	Piper Glen – 11 th Addition – Location & Sketch Map
JURISDICTION:	City
DATE OF MEETING:	February 6, 2014
OWNER:	Piper Glen Development, LLC
ENGINEER:	Martin Engineering
DESCRIPTION:	Pt. W ½, Sec. 31, T15N, R5W – East side of Veteran's Parkway, north of Castlerock Ridge
	9.92 Acres 24 Lots
MOTION TO RECOMMEND:	Approve, Subject To
BY:	Nate Bottom
2ND BY:	Lori Williams
VOTE:	Unanimous

Steve Walker presented the location and sketch map. He said the plan was similar to plans presented in the past and that since the preliminary plan expired, a new location and sketch map was required.

Joe Zeibert, Regional Planning Commission, said the staff recommends approval of the location and sketch map. He said all essential services are available to serve the site and the development is in accord with the 2020 Springfield Comprehensive Plan. Zeibert asked about the status of the second access point to Illinois Route 4 (Veteran's Parkway). Walker said the ground will be set aside by the developer. He said the City has granted a variance to allow the development to be served off one access point. Walker said the Mansion Road entrance was designed to handle the extra capacity of the subdivision and it is not the developer's obligation to build the second access point. Zeibert said staff has always had concerns with the number of lots served off of one access point. He said the right of way (ROW) will need to be dedicated and a note added stating no lots can have access to the ROW area. Walker said adding the note about no lots having access to the ROW area should not be an issue. He said a visitor to the cemetery may access the ROW to reach the cemetery. Zeibert asked if the access for the cemetery would be through the 20 feet strip shown on the location and sketch map. Walker asked if the cemetery lot touches the ROW, to which Nate Bottom and Lori Williams said the lot touches the ROW. John Klemm suggested a no parking sign.

Zeibert asked if Lots 5, 6, 14, and 15 meet the zoning lot width requirements. Matt McLaughlin replied yes. Zeibert asked if there has been a recent contact with the Illinois Historic Preservation Agency (IHPA) regarding the cemetery. Klemm replied in the past there were studies done, i.e. Phase I and Phase II, and an Eagle Scout project to clean up the cemetery. Zeibert asked if the documents issued by IHPA were still valid. Klemm said the only people who have been on the cemetery were the Eagle Scouts who cleaned it.

Zeibert said the applicant shall verify the owner's address. He said the applicant shall add a phone number for the owner/subdivider. Zeibert said the applicant shall identify the lot width for Lot 13. He said the applicant shall identify the floodplain. Zeibert said the applicant shall key in all symbols used. He said the applicant shall show the existing electric lines to serve the area. Zeibert said the applicant shall label Muirfield and Preston as collectors. Zeibert said this site may be in an archaeologically sensitive area and contain wetlands. He reminded the applicant to make the appropriate contacts with the respective agencies and to pull the appropriate permits as the development proceeds through the process.

Elliot McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, said the site has adequate water capacity.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, City Engineer, said the City granted a variance to allow one entrance. He said Preston Drive has been upgraded to a three lane section to support additional traffic. Bottom said a stub has been provided to the south to connect to Plummer Boulevard, which is a Chatham arterial. Bottom said Mansion Road was redesigned and widened to accommodate development traffic. He said the overall commercial development was also reduced. He said the appropriate amount of ROW shall be dedicated to meet all future improvement needs. Walker said the applicant will widen the ROW near Route 4 to allow the future construction of the embankment into the subdivision. Bottom said the applicant shall identify the floodplain. He said a traffic analysis of the intersection with Illinois Route 4 shall be required to determine if the intersection can handle the additional capacity from the new lots.

Lori Williams, City Traffic Engineer, asked if the applicant did a traffic study for the overall development, to which Walker replied yes. Walker said these lots match the previous traffic study. Bottom and Williams asked for a copy of the previous traffic study. Williams said depending on the outcome of the traffic study, this comment may go away. She said she wants to make sure everything matches.

Matt McLaughlin, Springfield Zoning Administrator, said it may be hard to build on Lot 15.

Chris Richmond, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Brad Bixby, CWLP-Electric, said there is an existing pole and guy (wire) between Lots 6 and 7. Walker asked about the purpose of the pole. Bixby said it was a transmission line. He said it was a CIPS line that CWLP bought. Bixby said it is a backup structure and enhancement now. Walker asked if there was an easement document and if Bixby could provide it, to which Bixby replied yes.

Johnson said near the access easement there is a 16-inch water transmission main within a 20-foot water easement. He said the applicant shall show the water main on the plans. Bottom said the water main shall be shown but the easement is shown with the preliminary plan. Zeibert said if the applicant wants to show the easement with the location and sketch map, he can.

Nate Bottom made a motion to approve the location and sketch map, subject to:

- 1) Showing the appropriate ROW for the northern access point;
- 2) Verifying the owner's address;
- 3) Adding a phone number for the owner/subdivider;
- 4) Identifying the lot width for Lot 13;
- 5) Identifying the floodplain;
- 6) Keying in all symbols used;
- 7) Showing the existing electric lines to serve the area;
- 8) Labeling Muirfield and Preston as collectors;
- 9) Showing the ROW widened to meet future needs;
- 10) Showing the water transmission main as discussed; and,
- 11) Adding a note – no access will be allowed to the Muirfield right of way extension for Lots 14 and 15.

Lori Williams seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1998-16

CENSUS TRACT # 36.03

NAME OF SUBDIVISION:	Springfield Technology Park – Location and Sketch Map and Variance – Sec. 153.158(B)(2) – Lot Arrangement		
JURISDICTION:	City		
DATE OF MEETING:	February 6, 2014		
OWNER:	W.J. Sallenger, LLC		
ENGINEER:	Martin Engineering		
DESCRIPTION:	Pt. W ½, Sec. 14, T15N, R6W and Pt. E ½, Sec. 15, T15N, R6W – (International Parkway, east of Rising Moon Road)		
	61.86	Acres	15 Lots
MOTION TO RECOMMEND:	Variance – Sec. 153.158(B)(2) – Lot Arrangement - Approve, Location and Sketch Map – Subject To Approve, Subject To		
BY:	Gregg Humphrey		Nate Bottom
2ND BY:	Nate Bottom		Matt McLaughlin
VOTE:	Unanimous		Unanimous

Steve Walker presented the location and sketch map and variance. He said the applicant submitted a location and sketch map last year. Walker said this plan changes the site slightly, adding a north-south road and including some smaller lots along it.

Joe Zeibert, Regional Planning Commission, said staff recommends approval of the location and sketch map. He said the plan is in accord with the 2020 Springfield Comprehensive Plan. Zeibert said it appears that all utilities will be available to the site. He said there is an intergovernmental agreement with Curran-Gardner Water (District), but no comments were received. Zeibert said staff recommends approval of the variance request for lot arrangement, subject to the upgrade of Rising Moon Road to the satisfaction of the City Engineer. Walker said there is a previous agreement to upgrade Rising Moon Road for the through lots. He said he believes Rising Moon Road meets the subdivision requirements and with the north-south street the applicant did not anticipate this being a subject to for the through lot variance. Bottom said the road will need to meet the minimum access road standards for the location and sketch map requirements, i.e. 20-foot pavement with a 24-foot road bed. Walker said the road was measured in a couple places and thought it was 20 feet. Zeibert asked if this standard was met all the way down to Lot 7. Walker said it was not measured everywhere, but it is generally 20 feet. He said this will need to be checked. Bottom said the applicant shall provide the information as to where it was measured. Zeibert said staff recommends approval so long as the road meets the City's road standard. Bottom said it was in Section 153.112(a)(4). Bill Sallenger said it was 20 feet at Colman's Campers. He said he did not measure all the way at the east end. Bottom asked if Colman's Campers would be the last access point, or if there

would be an access point on Lot 7. He said wherever the last access point is must meet the City's standards. Sallenger said there could be an access point on Lot 7.

Zeibert said the applicant shall clarify the purpose of the lined area on the south side of the Colman's Campers RV property. He said the applicant shall key in all symbols used. Zeibert said the Illinois Natural Heritage Database shows that the Franklin Ground Squirrel may be in the vicinity of the project location. He said the applicant shall add the existing water line along International Parkway. Zeibert said the applicant shall identify the width of the utility/access easement between Lots 3 and 5 and clarify the purpose. He asked about its purpose. Walker said it is for future drainage, and along the western portion of this easement there is an agreement to provide access across the railroad for farm property. He said there is an existing dirt road. Walker said he thinks there are electric and sanitary sewer lines in the easement. He said the plans show the easement as 70 feet wide with the property line down the middle of the dirt road. Zeibert said as the access easement comes off the road the applicant shows a line that goes east-west. He asked if this was an access easement as well, or just utilities. Bottom said he thought it was a drainage and utility easement. Walker said the applicant will clarify the area. He said the center of the easement will be an access easement and the outsides will include utilities. Zeibert asked if the easements along the southern property lines are for utilities only, to which Walker said yes. Walker said it is an existing ditch with overhead power lines and sanitary sewer. Zeibert said the applicant shall provide a written acknowledgement to upgrade the road. He said it sounds like there might be an agreement in place already. Zeibert asked if Lot 1000 could be reconfigured slightly at the front to provide additional access to the pond. Walker said the widest piece of equipment the applicant claims will go back there is 14 feet. He said the detention pond is not in a residential area where people will access the lot. Walker said there will only be a piece of machinery that drives back to the area monthly to mow. Zeibert asked if another 10 feet could be added to widen out the front. Walker said the wider the lot is the less there is to sell. He said he would leave it up to the Committee if this would be a requirement. Zeibert asked Bottom if 20 feet is adequate. Bottom said it is not two-way traffic or alleys. He said 20 feet is fine for this type of development. Zeibert said the area should be wide enough to get all equipment into it. He asked if the property would be annexed to the City of Springfield, to which Walker said yes. Matt McLaughlin said he thought it was in the process now. Bottom said the property would need to be annexed. Sallenger said the property was not annexed yet, but he intends to submit the annexation in the next week to ten days. Zeibert asked about zoning. McLaughlin said it is pre-zoned I-1. Zeibert said the applicant can submit the preliminary plan when the zoning is in place. He asked about the dark dashed line on Lot 1000. Walker said it is meant to show the limits of a dry/wet detention pond. Zeibert said the applicant shall key in this information. He asked about the long line followed by three dots and said the applicant shall key in all symbols. Zeibert mentioned the dark boxes by the railroad tracks. He asked if a traffic study would be required with this development since the ordinance requires it for developments consisting of five acres or more of non-residential development.

Elliot McKinley, Springfield Park District, had no comments.

Brian Wright, Sangamon County Highway Department, had no comments.

Mike Johnson, CWLP-Water, said CWLP has met with Curran-Gardner about this parcel in the past. He said Curran-Gardner has a new manager now and they will have to meet to determine how this property will be served.

Gregg Humphrey, Springfield Metro Sanitary District, said the east 27.29 acres of the property are subject to a reimbursement agreement payable upon annexation in the amount of \$1,004.04 per acre. He said this amount changes yearly. Humphrey said the property shall be annexed to the District prior to the preliminary plan review.

Nate Bottom, City Engineer, said the applicant shall provide the owner/subdivider contact person. He said the sanitary sewer easements need to be a minimum of 10 feet from the center of the pipe to the easement line. Bottom said there are some areas where it looks pretty tight. He said regarding the detention pond that the railroad has certain setbacks that the applicant will need to verify that it meets. He said the applicant will need to annex to the City prior to the preliminary plan stage.

Lori Williams, City Traffic Engineer, said a full traffic study will be needed during the preliminary plan phase to verify that everything works. Walker said there was a previously completed traffic study that included this cul-de-sac street design. Williams said she is more concerned about the Wabash and International intersection. She said she believed the intersection was originally set up for traffic signals. Walker said a traffic study was not discussed with the current location and sketch map. Bottom and Williams said the traffic study will be required with the preliminary plan phase. Walker asked if the traffic study needed to include the Wabash and International intersection. Williams said this is the area to study. She said if this intersection can handle the traffic with no signals, then the Illinois Department of Transportation [IDOT] would not have anything to say. Williams said since there is not a known use for all the lots, the study will show the intersection will work with no signalization. Bottom said it sounds like the applicant can use much of what is in the original traffic study and modify it. Sallenger asked if signals were planned for the Wabash upgrade later this year for this intersection. Williams said she did not think so. Walker and Williams said the widening goes through this intersection. Williams said she did not know if the original traffic study included the proposed subdivision area or only the Mel-O-Cream/Frito Lay/Simplex area.

Matt McLaughlin, Springfield Zoning Administrator, had no comments.

Chris Richmond, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Brad Bixby, CWLP-Electric, said CWLP has existing electric, but not to all the lots. He said when the access road is developed electric lines can be extended.

Humphrey asked if the staff recommendation for the lot arrangement variance was for approval, to which Zeibert said yes.

Gregg Humphrey made a motion to approve a variance of Section 153.158(B)(2) – Lot Arrangement – to allow one through lot. Nate Bottom seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve the location and sketch map, subject to:

- 1) Demonstrating the road to the last access point meets the access road criteria in the City subdivision ordinance;
- 2) Clarifying the purpose of the lined area on the south side of the Colman's Campers RV property;
- 3) Keying in all symbols used;
- 4) Adding the existing water line along International Parkway;
- 5) Identifying the width of the utility/access easement between Lots 3 & 5 and clarify the purpose;
- 6) Clarifying the easements along the southern property lines;
- 7) Providing a written acknowledgement to upgrade the road;
- 8) Providing the owner/subdivider contact person;

- 9) Realigning the sanitary sewer easement to the satisfaction of the City Engineer; and,
- 10) Verifying that the detention pond meets railroad setbacks to the satisfaction of the City Engineer.

Matt McLaughlin seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.